



REVISED CRUISE NIGHT STRUCTURE

Staff Recommendation: Allow Cruise Night with the following requirements:

West Fargo Events is responsible to ensure Cruise Night is properly coordinated according to this structure.

- Sheyenne Street will be closed from Main Avenue W. to Seventh Avenue W.
- No cruising will be allowed during the event.
- Cars will be parked diagonally on both sides of the event, with one car width between each car.
- Toppers Custom Car Club will be responsible for parking cars.
 - Cars to enter on Main Avenue W. and Seventh Avenue W. and begin parking from the middle and work their way back to the entrances.
 - At the end of the night, cars on the west side of the road will exit south/north and cars on the east side of the road will exit south/north.
- Cars will be parked from 4:30 to 5:30 p.m., or until the spots are completely full.
- At 5:30 p.m., or when spots are full, the road will be completely closed.
- Public liquor consumption has been approved for August and September.
- Masks are encouraged and stock piles will be placed around the event.
- Gold sponsor parking to be in front of Sheyenne Plaza and Pioneer Place.
- Pioneer Place parking lot to be reserved for Toppers Custom Car Club to park.
- Berg Auto parking lot reserved for public safety vehicles.
- Event organizers will only control on-street parking and Pioneer Place parking lot.
- Event organizers are aware of the following parking situations for surrounding properties, but organizers do not control these lots:
 - Furniture for Less: Does not allow Cruise Night cars.
 - Edward Jones building: Reserved for Corvette Club.
 - Choice Bank: Does not allow Cruise Night cars
 - The Flying Pig/Silver Dollar: Usually filled with outdoor customers and no parking.
 - Payroll Express: Reserved for Ford cars
 - West Funeral Home: No known preference but not part of event parking
 - Bell Bank: No known preference but not part of event parking
 - Sooper Stop: No known preference but not part of event parking
 - Blessed Sacrament: No known preference but not part of event parking
 - Any other parking lot not mentioned is not part of event parking.
- Food court to spread in multiple locations:
 - Vendors requiring generator access will be split between west side of Second Avenue W. and east side of Fourth Avenue W.
 - Vendors not requiring generator will be placed in POW/MIA Plaza.
 - Vendor spot to be reserved for VFW in POW/MIA Plaza.
- Toppers Custom Car Club trailer to be placed in usual spot on POW/MIA Plaza.
- No food court spools/tables will be placed out to limit gathering spots.



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- Twenty road closure apparatus needed to place at cross streets and open driveways so only access to road is via Main Avenue W. to Seventh Avenue W.

Pre-Event/General

- All state and federal guidelines must be followed,
- City of West Fargo will monitor if protocols are being adhered to. If found they are not, the City will meet with West Fargo Events to discuss altering of events or cancellation of future events.
- City Administrator will sign off on process being utilized for larger events (events with more than 100 attendees) after reviewing with the appropriate staff such as emergency management, police and fire.
- Workplace assessment to be updated weekly and filed with City Administrator.

Capacity

- Attendees: 3,000
- Cars: 200 (175 cars plus 25 gold reserved spot cars)

PPE Use

- Masks encouraged at show where social distancing cannot be maintained.
- Please do not attend this event if you are experiencing any COVID-19 symptoms or have been recently exposed to a positive case.
- Signs encouraging frequent sanitizing and the use of masks when social distance cannot be maintained.
- All vendors and staff must wear masks at all times during the setup, event and teardown.
- Hand sanitizer must be available at all concessions and vendors.
- Two hand sanitizer stations or hand-washing stations placed at each mid-block
- Five hand sanitizer stations or hand-washing stations placed in POW/MIA Plaza.
- Two portapotties placed at each mid-block
- Four portapotties placed in POW/MIA Plaza

Social Distancing

- Social distancing marks for concessions lines.

Facilities

- Clean and disinfect high touch surfaces like railings and door handles every two hours.
- Restrooms and bathroom facilities should be cleaned and disinfected every two hours and be stocked with soap and hand sanitizer for guests.

Concessions

- Encourage use of mobile apps and contactless purchasing and payment.



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- If cash is accepted, cash is to be put on the counter and not direct into hand. Disinfect the counter after each cash transaction.
 - If refills are provided, a new container will be provided.
- Drink or food refills should not be allowed unless served in a clean unused container.
- Self-service cups should only touch the beverage dispenser lever. Beverage stations that are not touch free should be cleaned after each use.
- Disposable cups, straws and utensils should be handled by staff only and served to the customer, be individually wrapped, or dispensed to prevent contamination by the customer.
- Bar straws and coffee stir sticks should be handled only by staff and are served in drinks to customers or individually wrapped.
- Self-service condiments should be eliminated and provided by request in single use or disposable containers.